



Department of Development Services – West Region
JOB OPPORTUNITY
QUALIFIED CRAFT WORKER (AUTOMOTIVE & MECHANICAL EQUIPMENT)

SOUTHBURY TRAINING SCHOOL

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Public

Job Title: Qualified Craft Worker (Automotive & Mechanical Equipment) (75 hrs.)

Location: Southbury Training School – Physical Plant

Job Posting No: 017277

Hours: Monday – Friday 7:15am – 3:15pm; Regular Days Off: Saturday, Sunday.

Salary: \$1,732.27/bi-weekly

Closing Date: April 7, 2014

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Those candidates appearing on Re-employment or SEBAC lists must be given first consideration.

Examples of Duties: Duties consistent with the Qualified Craft Worker (Automotive & Mechanical Equipment) job classification. Performs highly skilled maintenance and/or construction work requiring application of trade skills, codes and standard trade practices; makes estimates of time, personnel and material required on assigned tasks; keeps necessary records; diagnoses failure in all types of automotive and heavy mobile equipment; services, dismantles, overhauls and reassembles front ends, engines, standard and automatic transmissions, rear ends, hydraulic systems and automotive electrical systems; constructs and repairs any needed parts; welds or brazes parts by oxyacetylene torch or electric welding; may operate testing equipment required to diagnose automotive electronic components. Diagnoses failure in all types of automotive and heavy mobile equipment; services, dismantles, overhauls and reassembles front ends, engines, standard and automatic transmissions, rear ends, hydraulic systems and automotive electrical systems; constructs and repairs any needed parts; welds or brazes parts by oxyacetylene torch or electric welding; may operate testing equipment required to diagnose automotive electronic components.

Knowledge, Skills and Abilities: Considerable knowledge of and ability to apply standard tools, materials, methods and practices of the particular trade; interpersonal skills; oral and written communication skills; ability to prepare estimates and keep shop records; some ability to utilize computer software.

General Experience: Four (4) years of experience in the particular trade area indicated by the parenthetical title.

Special Experience: Two (2) years of the General Experience must have been performing skilled trade functions in the particular craft indicated by the parenthetical title. NOTE: For State Employees this is interpreted at the level of Skilled Maintainer or Transportation Maintainer 2. Housekeeping, custodial and food services duties will not be considered as qualifying experience.

Substitution Allowed: Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for two (2) years of the General Experience. Two (2) years of experience as a Qualified Craft Worker Intern may be substituted for the General and Special Experience.

Special Requirements: Incumbents in this class may be required to possess and retain specific education and/or experience to meet various certification requirements. Must have valid Connecticut Commercial Driver's License (CDL).

Physical Requirement: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to extreme weather conditions and to risk of injury from equipment. A physical examination may be required.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DDS Employees Classification Series: Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

Application Procedure for All Other Applicants: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application material will not be considered.

Send application materials to:

Department of Developmental Services — West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Attn: Yolette Tappin
Fax: 203-574-8857
Email: Yolette.Tappin@ct.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.